

2008 Evaluation Instrument Training

Renewal Projects





Outline

- 2007 SuperNOFA debriefing
- 2008 Indiana Balance of State project evaluation process
- Electronic submission for 2008 SuperNOFA

2007 SuperNOFA Debriefing





2007 Competition Highlights (National)

- Requested: \$1.4 billion for 6,266 projects
- Awarded: \$1.3 billion to 5,911 projects
- Amount Awarded Represents:
 - 93% of funding requests
 - 94% of project requests



2007 National Scores and Funding

- High Score was 98.5
- Funding Line was at least 90.25
- 449 CoCs were funded
- 5911 Projects funded
- 199 CoCs received Samaritan Bonus funds, for \$94 million



Indiana Balance of State Scores and Performance for 2007

Scoring Category	Maximum Score	CoC Score
I. CoC Organizational Structure	8.00	8.00
II. Housing Need		
○ Needs	7.00	6.50
○ HMIS	5.00	4.75
III. CoC Strategic Planning	10.00	8.75
IV. CoC Performance		
○ Performance	16.00	15.50
○ Removal of Regulatory Barriers	2.00	2.00
V. Emphasis on Housing Activities	12.00	9.00
Need Points	40.00	40.00
Total	100.00	94.50

Indiana BOS Project Review Process for 2008





Projects that can apply for SuperNOFA funds

- All projects previously funded by the IAC that will expire in calendar year 2009
- All new projects that provide Permanent Housing
 - Submitted a Letter of Intent to IHCDA
- Shelter + Care projects **do not** need to respond to the Stage I application, and should contact IHCDA



New Process

- Letter of Interest for new projects
 - Permanent housing projects
 - Serving 100% Chronic Homeless
 - Shelter Plus Care
- Pre-application process
 - Application
 - Evaluation
- **All renewal project renewals are for one year**



Process

- Does your SHP project funding expire in 2009? If it does, then follow -
- Step I: Submit Stage I applications
- Step II: Review of Stage I applications by reviewers
- Step III: Submit HUD Exhibit II upon release of HUD SuperNOFA (All renewal Shelter Plus Care and HMIS applications should also submit at this time)



2008 Evaluation Time Frame

- Submission Deadline: April 15th at 5pm
 - Electronic applications should be sent prior to deadline and in one integrated Adobe file
 - *Please inform SuperNOFA Staff if you are unable to submit electronically*
- May 2008: Review of Evaluation Instruments and Release of Scores
- May 2008: Appeals Process
 - All agencies have 10 days to appeal scores
- June 2008: Final Scores Released

- Public Ranking Meeting of IAC, HUD application deadlines and HUD Training sessions TBD, depending on the release of the NOFA



Ranking Policies and Process

- All projects must meet threshold
- The projects are scored using the evaluation tool
- The priority chart will have the following order and scored within each region
 - Permanent Housing
 - Transitional Housing
 - Supportive Services Only
- New projects are ranked first according to score
- Tie-breaker determined by the project to Housing to Services ratio

Continued...



Ranking Policies and Process

- New projects meeting threshold and targeting 100% Chronic Homeless will be considered for the Samaritan Initiative
 - The highest scoring project will be ranked as Priority 1
 - The remaining projects will be ranked according to score with other PH projects
- Projects scoring below 32 points will be asked to submit an improvement plan but will be included on the priority list

Continued...



Ranking Policies and Process

- If the project priority list exceeds the pro rata share, the lowest scoring SSOs will be removed from the list
- If the project priority list is less than the pro rata share, the highest scoring PH projects will receive additional years of funding
- The Project Prioritization Chart must be approved by the IAC. The meeting during which this occurs will be open.
- The IAC reserves the right to make final decisions to ensure a competitive application.



Agency and Project Information Threshold Requirements

- Application uses the Exhibit 2 format of 2007
- Threshold Criteria
 - New Applications
 - Renewal Projects



Threshold Criteria: Renewal Projects

- Must have 501(c)3 status or be a unit of local government
- Must meet all HUD eligibility criteria
- No history of performance findings with HUD or State
- Projects can apply only for **one year** renewals



Priority 1: Organizational Capacity

23 Points

- Evaluates how the project is being implemented
 - Capacity
 - Staff
 - Collaboration
 - Outreach
 - HMIS participation
- Make sure the required documentation is attached
 - Annual Progress Report



Priority 2: Performance Evaluation 28 Points

- Evaluates the past performance of the project
 - Are the results in line with HUD's national priorities
 - Performance outcomes for the participants in the projects
- Supporting documentation is the APR for the project



Priority 3: Financial Feasibility

8 Points

- Evaluates the budget reasonableness
- Evaluates the financial strength of the organization
- Documentation: Complete the section on Project Budget



Priority 4: Match/Leveraged Resources 8 Points

- We do not require commitment letters, but they are required for the HUD application
 - Resources must be committed
- Documentation: Please fill in Part F



Priority 5: Housing Ratios 8 Points

- Evaluates whether the project will improve the CoC's overall Housing Service Ratio
- Grant agreement letters may not be available, so please submit dollars allocated to leasing, operations, services, HMIS and administration (Part B).



Tips for Submission

- Deadline is a deadline
- Read all instructions carefully
- Electronic submission available
- Answer every question completely
- Submit backup documentation when required
- FAQ will be emailed weekly

HUD Electronic Submissions





2008 CoC Competition Overview

- Later application start date
- Later submission deadline
- December 2008 award announcement
- Fully electronic, on-line application
- Outside grants.gov process



2008 CoC Competition Overview (cont.)

- CoC registration training—April 2008
- Electronic application training (Exhibit 1 and Exhibit 2)—June 2008
- On-line training will be available throughout the entire application period



2008 CoC Application Attachments

- All attachments must be submitted electronically into the system
 - Documents with written signatures
 - Scan to PDF
 - Supporting documentation
 - Scan to PDF
 - Microsoft Word
 - Microsoft Excel



2008 Applicant Registration Process

- All applicants must have a valid DUNS Number
 - Applies to all organizations submitting a project application (SF-424 and Exhibit 2)
 - DUNS= Dun & Bradstreet Data Universal Numbering System
 - 9 digit number; 4 digit extensions issued to designate departments, divisions, alternate locations for large organizations
 - Example: State Government—DUNS: 123456789
 - State Department of Housing—DUNS: 123456789-0987
 - State Department of Health—DUNS: 123456789-4321
 - Call 1-866-705-5711 to obtain DUNS #; takes 10-15 minutes; no charge



2008 Applicant Registration Process (cont)

- Register with Central Contractor Registration (CCR) to complete:
 - Trading Partner Profile (TPP)
 - E-Business Point of Contact
 - Authorized Organization Representatives (AOR)
- Register early—allow time for processing
 - New and updated registrations can take several weeks
- Register at: www.ccr.gov
- REGISTER NOW!



Accessing New On-Line System

- Request User ID and password
 - At least 1 person from each CoC
 - At least 1 person from each applicant organization
- User ID and password application is completed on-line in just a few minutes
- HUD will notify CoCs and applicants when they can begin requesting User IDs and passwords



Additional Information

- Updates and information on the electronic registration process will be posted on HUD's Homeless Resource Exchange
 - <http://www.hudhre.info>
- Communicated to listserv members
 - Homeless Assistance Programs
 - HMIS
- Join a listserv by clicking on "Join a Listserv" in blue banner at top of HRE home page



Ask Questions!

- SuperNOFA Staff for questions regarding the overall process
 - Phone @ 1-877-338-2334
 - indianasupernofa@gmail.com
- HUD Staff regarding HUD program guidelines